

Message Text

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ORIGIN ARA-10

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FM SECSTATE WASHDC

TO AMEMBASSY QUITO PRIORITY

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E.O. 11652: N/A

TAGS: AFSP, EC

SUBJECT: FSLE COMPENSATION PLAN

REF: PEACH/BEAMAN SALARY SURVEY

1. DEPARTMENT AND INTERESTED AGENCIES APPROVE A 7.5 PERCENT AVERAGE INCREASE FOR FSL'S EFFECTIVE AUGUST 1 ON THE BASIS OF THE PEACH AND BEAMAN SURVEY. MILGRP APPROVAL SHOULD BE OBTAINED DIRECTLY FROM SOUTHCOM. FORMS DS-1032 OR MASS PAY ACTION SHOULD BE FORWARDED TO WFC, ASAP.

2. POSITION ALIGNMENT:

(A) CASHIER: ADD TO CLASS 8, DELETE FROM CLASS 6.

(B) SENIOR CHAUFFEUR: ADD TO CLASS 6.

(C) VOUCHER CLERK: ADD TO CLASS 5, DELETE FROM CLASS 6.

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(D) MAIL CLERK: ADD TO CLASS 5, DELETE FROM CLASS 4.

- (E) CLERK-TYPIST I: ADD TO CLASS 3, DELETE FROM CLASS 4.
(F) JUNIOR SECRETARY: SHOULD BE INCLUDED IN CLASSES 4 AND 5.

3. UNLESS THERE IS AN OVERRIDING REASON TO THE CONTRARY, STEPS WITHIN EACH CLASS SHOULD BE NUMBERED 1 THRU 12, RATHER THAN 1 THRU 10, 15, AND 20. THERE SHOULD ALSO NORMALLY BE AN UPWARD PROGRESSION IN THE SIZE OF THE STEP INCREMENTS FOR EACH SUCCESSIVE CLASS. ADJUSTMENT OF MAXIMUM SALARY DATA TO ACCOMPLISH THIS PATTERN SHOULD BE EFFECTED IF THE ADJUSTMENTS ARE NOT MAJOR, E.G., LESS THAN 5 PERCENT. SINCE MINOR ADJUSTMENTS WILL ACCOMPLISH THIS DESIRABLE OBJECTIVE, WE ARE RECOMMENDING THAT THE MAXIMUM ADJUSTED BASE RATES FOR CLASSES 13, 7, 6, AND 4 BE CHANGED. THE COMPUTATION OF THE NEW GROSS SALARY RATES REQUIRES ONLY THE ADDITION OF THE NET CHANGE IN THE STEP INCREMENT TO THE ADJUSTED BASE AND THE GROSS SALARY FIGURES OF THE STEPS OF THESE CLASSES.

CLASS 13: 2 PERCENT INCREASE IN THE MAXIMUM RATE. THE NEW STEP INCREMENT IS \$9338, THE NET INCREASE \$714 IS ADDED TO THE ADJUSTED BASE AND GROSS SALARY FOR STEPS 2 THRU 12.

CLASS 7: 2 PERCENT INCREASE IN THE MAXIMUM RATE. THE NEW STEP INCREMENT IS \$3800, THE NET INCREASE \$265 IS ADDED TO THE ADJUSTED BASE AND GROSS SALARY FOR STEPS 2 THRU 12.

CLASS 6: 1 PERCENT INCREASE IN THE MAXIMUM RATE. THE NEW STEP INCREMENT IS \$3438, THE NET INCREASE \$112, IS ADDED TO THE ADJUSTED BASE AND GROSS SALARY OF STEPS 2 THRU 12.

CLASS 4: 2 PERCENT IN THE MAXIMUM RATE. THE NEW STEP INCREMENT IS \$3019, THE NET INCREASE \$171 IS ADDED TO THE ADJUSTED BASE AND GROSS SALARIES OF STEPS 2 THRU 12.

4. 44-HOUR WORKWEEK SALARY SCHEDULE: THE 44-HOUR WORKWEEK SCHEDULE FOR CLASSES 1-6 WAS CONSTRUCTED BY INCREASING THE GROSS SALARY RATE OF EACH STEP IN THESE CLASSES BY 10 PERCENT. THIS METHOD HAS INFLATED THE SALARIES BETWEEN 3 PERCENT AND 8 PERCENT BY UPPING THE FIXED FRINGE BENEFIT, AND SOME BONUSES OUT OF LINE WITH PROPER ADJUSTMENT. WE FEEL LIMITED OFFICIAL USE

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THE POST SHOULD RECOMPUTE THE 44-HOUR WORKWEEK SALARY SCHEDULE FOR EACH STEP OF CLASSES 1-6 AS FOLLOWS:

THE NEW 44-HOUR BASE SALARIES CAN BE OBTAINED BY ADDING 10 PERCENT TO THE PRESENT 40-HOUR BASE SALARIES. THE ADJUSTED FRINGE BENEFITS INCLUDE 2.21 PERCENT OF THE NEW BASE SALARY PLUS THE FIXED FRINGE BENEFIT OF \$23,636. THE ADJUSTED BASE IS OBTAINED BY ADDING THE BASE SALARY, THE

PERCENTAGE FRINGE BENEFIT, AND THE FIXED FRINGE BENEFIT TOGETHER. THE BONUSES ARE CALCULATED BY USING THE BASE SALARY FOR EACH STEP OF THE CLASSES.

13TH MONTH BONUS: STRAIGHT 1 MONTH SALARY.

14TH MONTH BONUS: SALARY UP TO \$24,000/YR. 125 PERCENT OF 1 MONTH'S SALARY.

SALARY \$24,001-\$48,000/YR. 100 PERCENT OF 1 MONTH'S SALARY BUT NOT LESS THAN \$2500.

SALARY \$48,001 AND UP \$4000 40 PERCENT OF DIFFERENCE BETWEEN \$4000 AND 1 MONTH'S SALARY, NOT TO EXCEED \$6,000.

15TH MONTH BONUS:
SALARY UP TO \$60,000/YR. 1 MONTH'S SALARY.
SALARY \$60,001-\$72,000/YR. \$5000/YR.
SALARY \$72,001 AND UP \$6,000/YR.

COST OF LIVING BONUS:
SALARY \$15,000-\$60,000/YR. \$250/MONTH, (\$3000/YR.)
SALARY \$60,001-\$63,000/YR. DIFFERENCE BETWEEN \$63,000 AND SALARY SO THAT TOTAL EQUALS \$63,000.

SALARY ABOVE \$63,000 NO COST OF LIVING.

SOME OF THE NEW 44-HOUR MAXIMUM RATES MAY HAVE TO BE ADJUSTED SLIGHTLY SO THAT THE STEP INCREMENTS FROM CLASS TO CLASS MAINTAIN AN UPWARD PROGRESSION. HABIB

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